IDENTIFICATION OF ACTIVITY.	9/dheclaric fine and Services Branch of the Tech Division is responsible for the preparation of requisitions and maintenance of a daily record of expenditure for Tech
	Division, PTOS.
ACTIVITY CODE: III, B, (d)	13 COMPONENT: OS/PTOS/Technical Security Division/BSB
EVALUATION:	<u>DATE</u> :
	(a) for this activity? Date(s)?
What is (are) our reference	e(s) for this activity? Date(s)?
	Vac X
Who is (are) the beneficiar Agency AudiTors r Regulations	equi de THIS procedure de Namiaineon
TIMES THE DEDETICISTVILES	s still necessary? Yes No leel it is still necessary? Yes No ore efficiently or less costly? Yes No
Do you feel that responsible to another OS component of If so, where and why?	ility for the activity should be transferred or to another Office? Yes No
Can another component do the More properly? Yes	he activity more efficiently? Less costly? No_X If so, which component and why?
Does the activity include a Watergate? Yes No	anything questionable in the light of If so, what?
Can this activity be reduce significant effect on over If so, how?	ed in scope/size or discontinued without erall Agency security? Yes No
Is there any activity not rimportant than this one?	now being pursued by OS that you feel is more Yes No If so, what?

IDENTIFApproved For Release 2000/09/02	The Briefing and Services Branch of the CIA Briefing and Services Branch of the chiangle of the second in the chiangle of the second in the se
. re	epairable material for Tech Division, PTOS.
ACTIVITY CODE: III, B, (d) 1	4 COMPONENT: OS/PTOS/Technical Security Division/BSB
EVALUATION:	<u>DATE</u> : 25X1A
What is (are) our reference(s) for this activity? Date(s)?
Is (are) the reference(s) sti Who is (are) the beneficiary(OTHER Agency office	es) of this activity:
Do you feel the activity is s Do(es) the beneficiary(ies) f Can the activity be done more If so, how?	till necessary? Yes X No eel it is still necessary? Yes X No efficiently or less costly? Yes No X
Do you feel that responsibili to another OS component or If so, where and why?	ty for the activity should be transferred to another Office? Yes No
Can another component do the More properly? Yes No	activity more efficiently? Less costly? X If so, which component and why?
· · · · · · · · · · · · · · · · · · ·	
Does the activity include any Watergate? Yes No	thing questionable in the light of If so, what?
Can this activity be reduced significant effect on overa If so, how?	in scope/size or discontinued without 11 Agency security? Yes No
Is there any activity not now important than this one? Y	being pursued by OS that you feel is more res No If so, what?

PTOS. COMPONENT: OS/PTOS/Technical Security ACTIVITY CODE: III, B, (d) 15 Division/BSB DATE: EVALUATION: 25X1A What is (are) our reference(s) for this activity? Date(s)? Is (are) the reference(s) still in force? Who is (are) the beneficiary (ies) of this activity? THE DIVISION and OS Do you feel the activity is still necessary? Yes_X_ No Do(es) the beneficiary(ies) feel it is still necessary? Yes X No Can the activity be done more efficiently or less costly? Yes No X If so, how? Do you feel that responsibility for the activity should be transferred to another OS component or to another Office? Yes No X If so, where and why? Can another component do the activity more efficiently? Less costly? More properly? Yes____ No_X If so, which component and why? Does the activity include anything questionable in the light of Watergate? Yes No Y If so, what? Can this activity be reduced in scope/size or discontinued without significant effect on overall Agency security? Yes No X'If so, how? Is there any activity not now being pursued by OS that you feel is more important than this one? Yes No X If so, what?

Approved For Release 2000/09/02: CIA-RDP83B00823R900700020028r4anch of the IDENTIFICATION OF ACTIVITY: The Briefing and Release 1000/09/02

Tech Division is responsible for maintaining stock control procedures for Tech Division,

industrial contracts for the repair and modification of Tech Divisions specialized electronic equipment. ACTIVITY CODE: III, B, (d) 16 COMPONENT: OS/PTOS/Technical Security Division/BSB EVALUATION: DATE: 25X1A What is (are) our reference(s) for this activity? Date(s)? are bear on requirements of the Tech Durisin bear on requirements debied on it by the Operating Durisin Is (are) the reference(s) still in force? Yes Who is (are) the beneficiary(ies) of this activity? Do you feel the activity is still necessary? Yes Do (es) the beneficiary (ies) feel it is still necessary? Yes X No Can the activity be done more efficiently or less costly? Yes If so, how? Do you feel that responsibility for the activity should be transferred to another OS component or to another Office? Yes If so, where and why? Can another component do the activity more efficiently? Less costly? More properly? Yes No X If so, which component and why? Does the activity include anything questionable in the light of Watergate? Yes No X If so, what? Can this activity be reduced in scope/size or discontinued without significant effect on overall Agency security? Yes____ No____ If so, how? Is there any activity not now being pursued by OS that you feel is more important than this one? Yes No X If so, what?

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IDENTIFICATION OF ACTIVITY:

IDENTIFICATION OF ACTIVITY OF A CTIVITY OF THE BEING BEING STONICES Branch of the Tech Division prepares documents to effect shipment of Tech Divisions electronic supplies and equipment. COMPONENT: OS/PTOS/Technical Security ACTIVITY CODE: III, B, (d) 17 Division/BSB DATE: EVALUATION: 25X1A What is (are) our reference(s) for this activity? Date(s)? Requiements are level by the Operations Dunaums Is (are) the reference(s) still in force? Who is (are) the beneficiary (ies) of this activity? Do you feel the activity is still necessary? Yes X Do (es) the beneficiary (ies) feel it is still necessary? Yes X Can the activity be done more efficiently or less costly? Yes If so, how? Do you feel that responsibility for the activity should be transferred to another OS component or to another Office? Yes No X If so, where and why? Can another component do the activity more efficiently? Less costly?

More properly? Yes____ No_X If so, which component and why? Does the activity include anything questionable in the light of

Is there any activity not now being pursued by OS that you feel is more

important than this one? Yes No X If so, what?

Can this activity be reduced in scope/size or discontinued without significant effect on overall Agency security? Yes No \times

Watergate? Yes No Y If so, what?

If so, how?

Approved For Release 2000/09/0	The Briefing and Services Branch of the OZECHA-RDP83B00828RD007090200234Drate and aligns the standard equipment of the 25X Tech Divison, PTOS.
ACTIVITY CODEIII, B, (d),	18 COMPONENT: OS/PTOS/Technical Security
EVALUATION:	Division/BSB <u>DATE</u> :
	25X1A
Based on our aperal	(s) for this activity? Date(s)?
Is (are) the reference(s) st Who is (are) the beneficiary	till in force? Yes No y(ies) of this activity?
	still necessary? Yes \(\times \) No feel it is still necessary? Yes \(\times \) No re efficiently or less costly? Yes \(\times \) No \(\times \)
Do you feel that responsibil to another OS component or If so, where and why?	lity for the activity should be transferred r to another Office? Yes No
II So, where and why.	
Can another component do the More properly? Yes N	e activity more efficiently? Less costly? No If so, which component and why?
Does the activity include an Watergate? YesNo_X	nything questionable in the light of If so, what?
Can this activity be reduced significant effect on over If so, how?	d in scope/size or discontinued without rall Agency security? Yes No
Is there any activity not no important than this one?	ow being pursued by OS that you feel is more Yes No If so, what?

	tot a	Diffice of Security Symponent responsible DERING AT Headquarters 11 Agency employees departing for eas duty.
		25X1A
	•	
	ACTIVITY CODE: III, B, (d) 1	COMPONENT: OS/PTOS/Technical Securi
	EVALUATION:	Division/BSB DATE:
		25X1A
	What is (are) our reference(s) for	this activity? Date(s)?
	Is (are) the reference(s) still in Who is (are) the beneficiary(ies) of the Agency and USIS	force? Yes No of this activity?
	Do you fact the	
	Do you feel the activity is still r Do (es) the beneficiary (ies) feel it Can the activity be done more efficient	t is still necessary? Yes V No
	If so, how? Twice A mout	h instead of weekly
	Do you feel that responsibility for to another OS component or to ano If so, where and why?	the activity should be transferred other Office? YesNo
•	Can another component do the activi More properly? Yes No	ty more efficiently? Less costly? If so, which component and why?
}	Does the activity include anything Watergate? Yes No V If s	questionable in the light of o, what?
(Can this activity be reduced in scor significant effect on overall Agen If so, how?	pe/size or discontinued without ncy security? YesNo

Is there any activity not now being pursued by OS that you feel is more important than this one? Yes No If so, what?

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	or Re	lease 2000	/09/02
	25	X1A	



ACTIVITY CODE: III, B, (d) 2	COMPONENT: OS/PTOS/Technical Securit
EVALUATION: 25X1A	Division/BSB <u>DATE</u> :
What is (are) our reference(s) for t	this activity? Date(s)?
Is (are) the reference(s) still in f Who is (are) the beneficiary(ies) of VNO Personne(Force? Yes No No
Do you feel the activity is still ne Do(es) the beneficiary(ies) feel it Can the activity be done more effici	is still necessary? Yes No vently or less costly? Yes
Do you feel that responsibility for to another OS component or to another If so, where and why?	25X1A the activity should be transferred her Office? YesNo
Can another component do the activity More properly? Yes No V I	y more efficiently? Less costly? f so, which component and why?
Does the activity include anything que Watergate? Yes No / If so,	uestionable in the light of , what?
Can this activity be reduced in scope significant effect on overall Agence If so, how?	e/size or discontinued without Y cocurity? Yes No X 25X1A
Is there any activity not now being p important than this one? Yes	oursued by OS that you feel is more No X If so, what?

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Approved to Nelease 2000/03/02	

ACTIVITY CODE: III, B, (d) 3 COMPONENT: OS/PTOS/Technical Securit Division/BSB
EVALUATION: DATE:
What is (are) our reference(s) for this activity? Date(s)?
25X1A
Is (are) the reference(s) still in force? Yes / No
Is (are) the reference(s) still in force? Yes / No Who is (are) the beneficiary(ies) of this activity?
DDO.
Do you feel the activity is still necessary? Yes No
Can the activity be done more efficiently or less costly? Yes No V
If so, how?
The state of the s
Do you feel that responsibility for the activity should be transferred to another OS component or to another Office? YesNoIf so, where and why?
Can another component do the activity more efficiently? Less costly? More properly? Yes No V If so, which component and why?
Does the activity include anything questionable in the light of Watergate? Yes No V If so, what?
Can this activity be reduced in scope/size or discontinued without significant effect on overall Agency security? Yes No ———————————————————————————————————
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Is there any activity not now being pursued by OS that you feel is more important than this one? Yes No / If so, what?
그는 그는 그는 그는 그는 그는 그를 가지 않는 것이 하는 수 있는 그는 그를 하는 것을 하는 것이 얼마나를 했다.

IDENTIFICATION OF ACTIVITY: Approved For Release 2000/09/02 25X1A	2:
ACTIVITY CODE: III, B, (d) 4	COMPONENT: OS/PTOS/Technical Securit
EVALUATION:	DATE:
What is (are) our reference(s	for this activity? Date(s)? 25X1A
Is (are) the reference(s) sti Who is (are) the beneficiary(DDO	ll in force? Yes ✓ No ies) of this activity?
Can the activity be done more	till necessary? Yes / No eel it is still necessary? Yes / No efficiently or less costly? Yes / No refix at wight Time 1900-2130
	ty for the activity should be transferred to another Office? YesNo
Can another component do the More properly? Yes No	activity more efficiently? Less costly? ✓ If so, which component and why?
Does the activity include any Watergate? Yes No	thing questionable in the light of If so, what?
	in scope/size or discontinued without 11 Agency security? Yes No
	being pursued by OS that you feel is more

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- (-) [COMPONENT	: OS/PTOS/Tech	nical Securit
ACTIVITY CODE: III, B, (d) 5	GOLII OLIDIA		Division/BSB
		DATE:	
EVALUATION:			•
			0
What is (are) our reference(s)	for this activ	rity? Date(s)	•
What is (are) our records		•	25X1A
Is (are) the reference(s) still who is (are) the beneficiary(is CIA, USIB, NSA	in force? es) of this ac	Yes V No_ tivity?	
Do you feel the activity is st Do(es) the beneficiary(ies) fe Can the activity be done more If so, how?	ill necessary? el it is still efficiently or	Yes / No necessary? Y less costly?	Yes No
11 30; non.	•		• •
Do you feel that responsibilit to another OS component or t If so, where and why?			
Can another component do the a	activity more. If so, w	efficiently? hich component	Less costly? and why?
More property: les		•	
	•		· · · · · · · · ·
Does the activity include any	thing question If so, what?	able in the li	ght or
Watergate? YesNo			
Can this activity be reduced significant effect on overa	in scope/size 11 Agency secu	or discontinuo urity? Yes	ed without
Is there any activity not not important than this one?	v being pursue VesNo		ou feel is mo
	*** **** **** ************************		
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25X1	Α			
ACTIVITY CODE: III, B	, (d) 6	COMPONENT: C	S/PTOS/Techn	ical Securit
EVALUATION:			DATE:	
What is (are) our refe	o(s) still in f	orce? Ye	s / No	
Who is (are) the benefit of the benefit of the control of the benefit of the bene	Eicíary(ies) of	this activi	ty?	
Do you feel the activity Do(es) the beneficiary Can the activity be do If so, how?	r(ies) feel it	is still nec	essary? les	No_esNo
Do you feel that response to another OS compone If so, where and why	ient or to anot	the activity ther Office?	should be t	ransferred
Can another component More properly? Yes	do the activit	y more effic If so, which	ciently? Les component ar	ss costly?
Does the activity include Watergate? Yes	lude anything o	questionable o, what?	in the light	c of
Can this activity be a significant effect of If so, how?	reduced in scop on overall Ager	pe/size or dincy security	iscontinued v ? Yes l	vithout Vo

Is there any activity not now being pursued by OS that you feel is more important than this one? Yes No If so, what?

ACTIVITY CODE: III, B, (d) 7 COMPONENT: OS/PTOS/Technical Security Division/BSB
EVALUATION: DATE:
What is (are) our reference(s) for this activity? Date(s)?
Is (are) the reference(s) still in force? Yes V No
Do you feel the activity is still necessary? Yes V No Do(es) the beneficiary(ies) feel it is still necessary? Yes V No Can the activity be done more efficiently or less costly? Yes No
Do you feel that responsibility for the activity should be transferred to another OS component or to another Office? Yes No If so, where and why?
Can another component do the activity more efficiently? Less costly? More properly? Yes No If so, which component and why?
Does the activity include anything questionable in the light of Watergate? Yes No / If so, what?
Can this activity be reduced in scope/size or discontinued without significant effect on overall Agency security? Yes No If so, how?
Is there any activity not now being pursued by OS that you feel is more important than this one? Yes No / If so, what?

IDENTIFICATION OF ACTIVITY: Approved For Release 2000/09/02	The		•
Approved For Release 2000/09/02	for presenting the	10290230Aponent	responsible
·	Security Course,	montality	

ACTIVITY CODE: III, B, (d)	8 COMPONE	NT: OS/PTC	S/Technical	Coannik
EVALUATION:	<u> </u>		DATE:	on/BSB
What is (are) our reference(s) for this set			· ·
		a ·	te(s)? 25X	1A
Is (are) the reference(s) still Who is (are) the beneficiary(les) of this a	ctivit y?		
Do you feel the activity is st Do(es) the beneficiary(ies) fe Can the activity be done more If so, how?				No
Do you feel that responsibilit to another OS component or t If so, where and why?	y for the acti o another Offi	ce! Yes	d be transfe	
Can another component do the a More properly? YesNo	ctivity more e	fficiently ich compon	? Less cost ent and why?	ly?
Does the activity include anyth Watergate? YesNo	ning questional If so, what?	ble in the	light of	
Can this activity be reduced in significant effect on overall If so, how?	scope/size on Agency securi	disconting Yes	nued without	
Is there any activity not now b important than this one? Yes	eing pursued b	y OS that f so, what	you feel is?	more

IDENTIFICATION OF ACTIVITY: Approved For Release 2000/09/02 25X1A

				,	hnical Secur Division/BSE
EVALUATION:				DATE:	•
•					
What is (are) our	r reference(c) for the			
die de la constant	r receivable.	5) 101 (11.	is activity	T Date(s)	
	٠.				25X1A
Is (are) the refe	beneficiary	ill in for (ies) of t	ce? Ye	s / No_	
Agency	Personnel				* 1. The state of
	<i>(*)</i>		•		
Do you feel the a Do(es) the benefican the activity If so, how?	.clarv(les) f	eel it is	still noc	occorve? V	es No V
		•			
7.				. .	
Do you feel that to another OS co If so, where an	omponent or	ty for th to anothe	e activity r Office?	should be Yesl	transferred No
	·	-			
					•
					•
Can another compor More properly?	nent do the Yes No	activity :	more effic so, which	iently? Le component a	ess costly? and why?
Can another compor More properly?	nent do the Yes No	activity:	more effic so, which o	iently? Le component a	ess costly? and why?
More property:	include any	thing que:	so, which o	component a	ind why?
Does the activity	include any	thing que:	so, which o	component a	ind why?
Does the activity Watergate? Yes_	include any	thing que:	so, which o	component a	ind why?
Does the activity Watergate? Yes_	include any No	thing ques	so, which on stionable is what?	component a	ind why?
Does the activity Watergate? Yes_ Can this activity Significant effe	include any No No be reduced sect on overa	thing ques If so, we see the second s	stionable in what?	in the light continued	without

IDENTIFICATION OF ACTIVITY: The Office of Security component responsible Approved For Release 2000/09/02fcCdArROP83B00823R0009700029023r4 Security Equipment Course (Ten times anyear)

ACTIVITIES CORDINATE TO A 10	
ACTIVITY CODE: III, B, (d) 10 COMPONENT: OS/PTOS/Technica	al Securit ision/BSB
<u>EVALUATION</u> : <u>DATE</u> :	ISTOR/BSB
What is (are) our reference(s) for this activity? Date(s)?	
25X1A	\
Is (are) the reference(s) still in force? Yes No No No	
Do you feel the activity is still necessary? Yes No Do(es) the beneficiary(ies) feel it is still necessary? Yes Can the activity be done more efficiently or less costly? Yes If so, how?	No
Do you feel that responsibility for the activity should be tranto another OS component or to another Office? Yes No L If so, where and why?	sferred
	. •
Can another component do the activity more efficiently? Less of More properly? Yes No V If so, which component and w	costly?
Does the activity include anything questionable in the light of Watergate? Yes No If so, what?	
	•
Can this activity be reduced in scope/size or discontinued with significant effect on overall Agency security? Yes No LIF so, how?	out .
Is there any activity not now being pursued by OS that you feel important than this one? Yes No / If so, what?	is more

IDENTIFICATION OF ACTIVITY: The Office of Security component responsible Approved For Release 2000/09/Q2;CLArEDER3EQ09789823RQ007R90220921-4Security Officer's Course (twice a year).

ACTIVITY CODE: III, B, (d) 11 COMPONENT: OS/PTOS/Technical Security Division/BSB
EVALUATION: DATE:
What is (are) our reference(s) for this activity? Date(s)?
Is (are) the reference(s) still in force? Yes V No Who is (are) the beneficiary(ies) of this activity?
Do you feel the activity is still necessary? Yes No Do(es) the beneficiary(ies) feel it is still necessary? Yes No Can the activity be done more efficiently or less costly? Yes No If so, how?
Do you feel that responsibility for the activity should be transferred to another OS component or to another Office? Yes No VIII so, where and why?
Can another component do the activity more efficiently? Less costly? More properly? Yes No If so, which component and why?
Does the activity include anything questionable in the light of Watergate? Yes No V If so, what?
Can this activity be reduced in scope/size or discontinued without significant effect on overall Agency security? Yes No If so, how?
Is there any activity not now being pursued by OS that you feel is more important than this one? Yes No L If so, what?

IDENTIFICATION OF ACTIVITATION Approved For Release 2000	TY 07 The Office 0009002f Classifie equipment	380082310007 ig a present at the	/6020023 tation Fin	ngonent n on Physi nance Cou	respoi ical : urse.	nsible Security
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	·	=>	· 	-		
ACTIVITY CODE: III, B. (25X1A				
	<u>d) 12 </u>	COMPONENT:	OS/PTO	S/Techni	ical (Security
EVALUATION:			7	Di DATE:	VISI	on/BSB
•		· · · · · · · · · · · · · · · · · · ·	· <u>.</u>	2763.3.5		
^	·		·			
What is (are) our referen	ice(s) for th	nis act <u>ivit</u>	y? Dat	te(s)?	•	
					25V1A	•
					25X1A	
Is (are) the reference(s) Who is (are) the beneficial	still in fo ary(ies) of	rce? Y this activ	es_/	No		·
			-			•
Property of the second		•	•			
Do you feel the activity of Do(es) the beneficiary(ies) Can the activity be done of If so, how?	is toot is	a a4.11		No Y? Yes Ye: Ye:	<u>:/</u> s	NoNo
Do you feel that responsit to another OS component If so, where and why?	oility for the or to anothe	he activity er Office?	/ shoul Yes	d be tra	ansfe	rred
					•	
Con enother commonent do 1	- • • • • • • • • • • • • • • • • • • •	20.			•	
Can another component do t More properly? Yes	he activity No / If	more effic so, which	iently;	? Less ent and	cost why?	ly?
	•	•	•	•		
Does the activity include Watergate? Yes No_	anything que	stionable what?	in the	light (æ	
						-
		:			-	-
Can this activity be reduce significant effect on ove If so, how?	ed in scope/erall Agency	size or dissecurity?	scontin Yes_	ued wit	thout	
						•
Is there any activity not r important than this one?	now being put Yes N	rsued by 00 of If so	S that o, what	you fee	1 is	more
			:		,±-	

Approved For Release 2000/09/02: CIA-RDP83B00823R000700020023-4

I. Security Course (monthly) to be presented at Hqs.

25X1A

J. Various tutorials and briefings. Time and frequency depend upon request.

II. FUNCTION

Provide training to Agency groups in the field of physical security equipment.

ACTIVITY

25X1A

A. Physical Security Equipment Course (Ten times per year) held at

25X1A

B. Physical Security Officers' Course (Two times per year) held at

year) held at Finance Course (Fight times per 25X1A

D. Various tutorials. Time and frequency depend upon requests.

III. FUNCTION

Provide logistical support services for the Technical Security Division.

ACTIVITY

- A. Preparation of requisitions and maintenance of a daily record of expenditures against appropriate allocations.
- B. Prepare turn-ins of obsolete, excess and uneconomically repairable materiel.

Approved For Release 2000/09/02 CHA BOP 38 00 23 R000700020023-4

- C. Maintain stock control procedures.
- D. Initiate and monitor industrial contracts for the repair and modification of specialized electronic equipment.
- E. Prepare documents for shipment of electronic supplies and equipment.
- 25X1A F. Repair, calibrate and allign standard equipment.

R	OUTING	G AND	RECORI	D SHEET
JBJECT: (Optional)				
25X1A			EXTENSION	NO.
OM:			EXTENSION	
Policy and Plans	s Grou	Þ	5311	DATE
D: (Officer designation, room number, and	D	ATE	OFFICER'S	COMMENTS (Number each comment to show from whom
ilding)	RECEIVED	FORWARDED	INITIALS	to whom. Draw a line across column after each comment.)
. og /pmog /machnigg1			4 ~	
OS/PTOS/Technical Security Division/B	\$B		(A)	Under Objective B57104 the
				Office of Security will review and validate all Offic
			•	of Security functions,
3.				activitiesto ensure effe tiveness, economy and effi-
				ciency. The attached docume
4.				represent two milestones under that objective. Miles
				stone 1. the components
5.				identified their functions
-				and activities. Milestone 2 was establishment of a
6.				format for evaluating these
.				activities. It is requested that Briefing and
7.		1		Services Branch review
, .				the attachments and: a) Certify that there are
8.			+	no deletions/corrections
8.				additions to be made to the previous listing
				submitted by your office
9.				b) Review the Identification
				of Activity statement of each evaluation sheet to
0.				ensure it fully equals
	-			to the comparable active from your offices listing
11.				c) Use the attached format
				to evaluate each individual activity.
2.				activity.
	<i>y</i>			
13.				
				_
14.				
15.				